



**ACYHA Board of Directors  
Meeting Minutes  
November 2012**

**Meeting Type:** Monthly Meeting  
**Date:** November 12, 2012  
**Time:** 6:30 pm  
**Location:** New Hope Ice Arena - Meeting Room #1

<b>Attendees:</b>	P	Kirk Anderson	T	Eric Berns	P	Dale Bjerke	P	Jill Byrnes
	P	Kevin Conway	P	Crissy Ginther	P	Gage Hanson	P	Jon Hill
	P	Tawnia Johnson	P	Josh LeVoir	E	Derek Olson	P	Dave Parenteau
	P	Carrie Potter	E	Derrick Raymond	P	Cristy Siede	E	Bob Sticha
	P	Anne Winter						

<b>Add'l Reps:</b>	E	Jon Campion	P	Tracee deNeui				
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**Guests:**

A Absent                      E Excused                      P Present

**Topics:**

**Presenter(s):**

- 1) Call to Order  
Meeting called to order by Kevin Conway at 6:35 pm. Kevin Conway
- 2) Roll call  
Attendance taken; results indicated above. Cristy Siede
- 3) Approval of Meeting Minutes Cristy Siede
  - a) October 8 meeting
    - i) Cristy Siede made a motion to present the minutes from the October 8, 2012 meeting for approval. Motion seconded and carried unanimously.
    - b) October 31, 2012 Electronic vote: re: Approval of Squirt coaches
      - i) Cristy Siede presented for ratification the results from the October 31, 2012 electronic vote wherein a motion was made by Kevin Conway and seconded by Cristy Siede to approve the Squirt Coaches for the 2012-13 season as recommended by the ACE Coaches Selection Committee:
 

Squirt A	Jon Campion – Head coach
Squirt B1	Murray Ginther – Head coach
Squirt B2 White	Eric Peterson – Head coach
Squirt B2 Blue	Rod Reeve – Head coach
Squirt C	Karl Laun – Head coach

 Hearing no discussion, voting results were 14 in favor, one (1) abstain by Crissy Ginther, and two (2) non-votes. Motion carried.
      - c) October 29, 2012 Electronic vote: re: Approval of U10 coaches
        - i) Cristy Siede presented for ratification the results from the October 29, 2012 electronic vote wherein a motion was made by Kevin Conway and seconded by Derek Olson to approve the U10 coaches for the 2012-13 season as recommended by the ACE Coaches Selection Committee:
 

U10B White	Jim Siede – Head coach
U10B Red	Paul Krueger – Head coach

 Hearing no discussion, voting results were 13 in favor, one (1) abstain by Cristy Siede, and one (1) non-vote. Motion carried.
  - 4) Reports/Updates
    - a) Charitable Gambling Manager Tracee deNeui  
Tracee deNeui shared the following report and sought board approvals as indicated below:
      - i) Charitable Gambling report
        - (1) Checkbook balance as of October 31, 2012 = \$67,822.94
        - (2) Profit for October 2012 = \$11,176
        - (3) Revenue for October 2012 = \$46,000

- (4) Electronic pull tabs going okay; regulars prefer paper tabs. Little expense to ACYHA; awaiting amount of taxes to be paid.
- (5) Jere Bartz, Indp. Auditor, meeting with committee at end of year.
- (6) Began bingo at Champps this past Saturday; Discussion regarding posting a thermometer-type chart at arena to indicate amount of ice purchased with charitable gambling revenue.
- ii) Monthly Approvals
  - (1) Expenses for December = \$30,755
  - (2) Payment of October 2012 taxes to City of Maple Grove in amount of \$452.22
  - (3) Ice time donation to City of New Hope \$25,000
 Motion by Dave Parenteau to approve the monthly charitable gambling approvals as presented; motion seconded. Motion carried unanimously.
- b) Registrar Crissy Ginther
  - i) Report
    - (1) Registrations
      - (a) Few more registrations come in; total of 425
      - (b) Has breakdown by level; available
      - (c) Waivers: 8 out; 3 in
    - (2) Coaches
      - (a) 102 coaches who have registered; more than 2011
    - (3) Rosters
      - (a) Traveling rosters are complete; waiting on 2 coaches for supplemental roster.
      - (b) Working on finalizing student coaches
      - (c) Mite 3/U8 rosters; looks like 1 travel team and 1 house team
    - (4) Background screens
      - (a) Board member still needing to do background screen: Eric Berns
  - ii) Refund Policy Discussion
    - (1) Crissy read through current refund policy<sup>i</sup> and reminded the Board that the current policy's intent is to be black or white when refund situations arise; refunds should not be based on emotion. Early this season it became clear that language addressing various scenarios should be added to the policy.
    - (2) Crissy then reviewed the possible language options provided to the Board in their meeting materials. Discussion ensued regarding the various scenarios where players have or may request refunds. Determined Board prefers Option 3 style with some revisions.
    - (3) Crissy and Cristy will re-write the policy for next year and will distribute for electronically for vote.
- c) Player Development Committee (PDC) Jon Campion

In Jon's absence, Cristy Siede reported the following report on his behalf:

  - i) Evaluations were successfully completed at all levels. Again received very positive feedback from closed evaluations and will be recommending the official implementation of it for future years.
  - ii) All teams have been formed and are well into their seasons.
  - iii) Discussion by Board regarding closed evaluations. Attempted to keep Squirt parent coaches from being directly on the ice with their skaters during evaluations. Additional discussion relative to why Squirt parent coaches were on the ice at all; reason given – there are not enough coaches in the association.
- d) Mite Coordinator Derrick Raymond

In Derrick's absence, Cristy Siede relayed the following report:

  - i) Derrick and his family welcomed a new daughter; Natalie Christine Raymond, 8.6lbs 20-3/4", born Nov 2nd 6:37pm. Everyone is doing good.
  - ii) Mite 3
    - (1) Teams are formed and jerseys are handed out. Nice new look!
    - (2) Pond hockey is scheduled for mite 3
  - iii) Other levels
    - (1) Doing move ups and forming teams
  - iv) Mini mites
    - (1) A hot mess in a good way; got four new skaters from "Try Hockey for Free" event. Nice work Carrie

- v) U8s
  - (1) Have jerseys and teams are formed.
  - (2) Pond hockey is scheduled.
  - (3) Anne Winter has nothing to add. Discussion regarding the U8 traveling and U8 house team.
- vi) Working on picture day.
- vii) Also probably doing parent meetings next weekend.
- e) Boy's Travel Coordinator Bob Sticha

In Bob's absence, Cristy Siede presented the following report on his behalf:

  - i) Tryouts are complete, positive feedback on the closed sessions. Working with PDC on suggested improvements for the process.
  - ii) All levels have had the manager training and are aware of their tournaments.
  - iii) D3 play has begun for the Bantams and PW's.
  - iv) D3 is refusing to approve switching games, regardless of the \$50 fee.
- f) Girls' Travel Coordinator Anne Winter
  - i) U14 update
    - (1) Agreement between Minneapolis, St. Louis Park, and AC. Six skaters left U14 to play high school. Resulted in five AC skaters being without a team. Three skaters are skating with OMGHA following OMGHA's inquiry about skaters; one moved to MN Rec league, and one withdrew completely. ACYHA will need to refund appropriately; one family is a concession manager.
    - ii) Revising U12B tournament due to conflict with district
    - iii) U12A team injury and illness issues
- g) ACE and Coaches Coordinator Jon Hill
  - i) Jon Hill presented the Coach Review and Selection Committee Charter and Policy for review/approval. Cristy Siede suggested some minor revisions to the Charter and Policy.
  - ii) Motion made by Dave Parenteau to accept the Coach Review and Selection Committee Charter and Policy as amended for approval. Motion seconded and carried.
- h) Tournament Director Dale Bjerke
  - i) Tournament updates:
    - (1) Squirt C tournament full; Dec. 8-9. 12 teams applied; room for eight teams; communicating with four teams not able to participate.
    - (2) Bracket book and brochure; if any ads, get them to Dale. Jill will work to get new dasher advertisers into the book for free due to the delay in getting the dasher boards up. Dale to get ad dimensions and details to Jill. Won't be a lot of volunteers needed; Dale to communicate needs to Gage and will send hours to Tawnia.
    - (3) Bantam tourney; Feb. 1-3. 8 teams playing.
    - (4) PeeWee A tourney; Have 12 teams; working with Mark Severson on ice scheduling
    - (5) U12A tourney; have 4 teams; looking for 4 additional teams. Anne Winter to send communication to other associations.
  - ii) Jill shared the Crowne Plaza in Plymouth is willing to offer an outstanding tournament deal for teams. She and Dale will connect on hotel contact info.
- i) Volunteer Coordinator Gage Hanson
  - i) Member family requested volunteer hours be waived for another family experiencing Stage 4 cancer. Discussion. Motion by Gage Hanson to waive volunteer hours for family with Stage 4 cancer. Motion seconded and carried.
  - ii) Clarification that Kirk Anderson has two+ skaters.
- j) Equipment Manager Kirk Anderson
  - i) Everything going well.
- k) D3 Representative Josh LeVoir
  - i) Locker room supervision
    - (1) Non-parent coaches (head or assistant) cannot be the locker room supervisor; it has to be a parent, not the paid coach.
  - ii) Scrimmages
    - (1) Non-controlled scrimmage or anytime you are on the ice with another association, it is reportable.
    - (2) Managers should track these (including tournaments)
    - (3) Keep team calendar with tracking sheet; be prepared

- iii) Penalties
      - (1) will be tracked by refs
    - iv) Live scoring
      - (1) Will be coming; submissions from rink to district administrator
  - l) Ice Coordinator/Website Administrator Derek Olson
    - i) No report
  - m) Treasurer Eric Berns
    - i) Registration income of \$297, 351 vs. budget \$291,000 forecasted by NGIN registration program.
    - ii) Equipment expense under budget by \$5000; coaching tools still to be expensed
    - iii) Met with CliftonLarsonAllen.
      - (1) Auditors looking at large checks being issued.
      - (2) Has complete transparency to our accounts.
      - (3) ACYHA should take full advantage of services CLA has to offer to improve organization's financial position. Eric opened floor to board reach out to him for connection with CLA for any assistance anyone needs.
    - iv) All team check books have been distributed
      - (1) Asking for monthly account balance
      - (2) Submitting receipts for every expense
      - (3) No self-reimbursements; must go through Eric
  - n) Marketing & Fundraising Coordinator Jill Byrnes
    - i) Dasher boards going up
    - ii) Wreath fundraiser
      - (1) Prizes
        - (a) Has heard nothing back from Great Wolf in Dells.
        - (b) Discussion regarding having an assistant to focus on getting donated prizes; allot them 10 hours.
        - (c) \$42,300 sales; expense \$28,900
        - (d) Discussion regarding budgeting prize money; \$300 plus concession gift cards
  - o) Concessions Director Tawnia Johnson
    - i) Freezer repaired; lost small amount of food. Expense will be split between the city and the association.
    - ii) P&L submitted; October net income (\$1,000); YTD \$3,000; made roughly \$1,000 per day for hours we worked at Bauer Elite Tournament.
  - p) Recruiting & Registration Coordinator Carrie Potter
    - i) Try Hockey for Free, Nov. 3
      - (1) 10 new from outside association skated; 4 registrations resulted
      - (2) Discussion regarding USA stating helmets and skates were to be provided by association. Carrie put together skates and helmets; discussion regarding pursuing equipment grant from manufacturers.
      - (3) Left over jerseys to be passed out to a Mini-mite coach
      - (4) Next session is in February; discussion regarding having it in the spring; bring a friend.
      - (5) Mark Severson applying for Hennepin County Youth County sport grant for new nets.
  - q) Secretary Cristy Siede
    - i) Cristy shared that two sessions of travel team manager training have been held. Limited attendance at the Bantam, PeeWee, U12 session; materials posted on Travel Team Manager Website
      - (1) Items stressed:
        - (a) Coaches helmets must be secured
        - (b) Locker room
          - (i) Supervision required for both boys and girls programs
          - (ii) Cell phone/electronic device monitoring by locker room supervisor
          - (iii) NO photos in the locker room by anyone at any time
      - ii) Emergency Card information will be collected from all teams by December 5
  - r) Assistant Youth Director Dave Parenteau
    - i) City of New Hope Update
      - (1) City expects ACYHA to keep the remodeled facility clean; Cristy shared managers have received clear communication that teams are to be respectful of the facility.

- (2) Local elections; Dave shared with board that a congratulatory note was sent on behalf of the Board to those re-elected.
- ii) Fargo tournament
  - (1) Clarification of why ACYHA is not participating. No issues with ACYHA behavior; tournament has changed their selection process to host teams every other year, allowing different associations to participate. 165 applicants for 128 slots. Dave discussed how tournament is seeded. Discussion raised about value to communicate this to the Squirt families; one consistent message. Carrie Stefaniak to send.
- s) Youth Director Kevin Conway
  - i) Kevin thanked the board for flowers in memory of his father’s passing.
  - ii) Sue Rader, City of New Hope, like current registration numbers for internal purposes.
  - iii) Trophy cases
    - (1) All down; one case fell apart during reinstallation; one of association cases broke; they were disposed of;
    - (2) Trophies to be recycled; credit can be applied to trophy costs for ACYHA tournament. Keep district trophies and recycle.
    - (3) Suggestion to post banner on website; notify families trophies are available if they want; state deadline.
    - (4) Suggestion made to have teams circulate trophies within players and be raffled off and given to a player. Need to earmark a spot in the arena to display for future district, regional, state, appropriate trophies.
  - iv) Facility
    - (1) 98% complete; some mechanical items to complete; will erect protective units around the air converters on North side.
    - (2) Discussion from high school coaches to create a dryland training area on the North side involving removal of the expandable bleachers. Removal of seating will result in ACYHA being unable to host sectional games. Working with the city on the planning.
  - v) Meeting with Mark Severson to serve as a rink liaison between the rink staff and association members/coaches.
  - vi) Weight and workout room is available to all ACYHA members at no cost; under 18 must be supervised by adult.
  - vii) TV/monitor purchased at No Box TV for \$425; stand and DVD player donated. Discussion regarding changing the code to the office door. Looking to purchase additional monitors to place in south rink for schedule; and another for concession menus/advertising.
  - viii) Discussions regarding need for drop box/mail slot where people can drop off paperwork. Discussion regarding slot in the door.
- 5) Open Floor Discussion Membership
  - a) None.
- 6) Adjourn Kevin Conway
  - a) Meeting adjourned at 9:15 pm.

Respectfully submitted,  
*Cristy Siede*  
 Secretary

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<sup>i</sup> Current ACYHA Refund Policy passed by electronic vote on September 15, 2012:

**Travel Levels:** Refund requests must be in writing to ACYHA Registrar BEFORE team placement. Refunds WILL NOT be issued once team placement has been made. Refunds WILL NOT be issued if a player registers with ACYHA and tries out for high school level hockey. **Mite Levels:** Refund requests must be in writing to ACYHA Registrar and received prior to December 1. Fees paid to USA/MN Hockey are non-refundable. ALL requests are processed after December 1.